

**Regular Meeting**

**March 2, 2020**

The Regular Meeting of Souderton Borough Council, held on the above date, was called to order by President Brian K. Goshow at 7:00 p.m. Members of Borough Council present at the regular meeting included the following:

President Brian K. Goshow	Mayor John R. Reynolds
Vice-President Julie Munden	Junior Councillor Meg Cross
Councillor Donna Rogers	
Councillor Daniel Yocum	Solicitor Charlotte Hunsberger
Councillor Matthew Mscichowski	Borough Manager P. Michael Coll
Councillor Daryl Littlefield	Public Works Director Steven R. Coll
Councillor Edward Huber	Police Chief James P. Leary

Absent from the meeting were Borough Councillors Ned Leight and Richard Godshall. The Invocation was given by Councillor Daniel Yocum, followed by the Pledge of Allegiance to the Flag.

Consideration was given to the minutes of the February 3, 2020 Regular Borough Council Meeting, February Borough Council Work Sessions and the Special Borough Council meeting held on February 24, 2020. A motion was made by Councillor Matt Mscichowski, and seconded by Councillor Julie Munden, to approve the minutes as presented. The motion was approved.

Police Chief James P. Leary reported that the February, 2020 monthly report of police department activities will be submitted and discussed at the March work session. Newly hired Officer Megan Jarrell is working within the department's field training officer program. The Police Department is working through computer issues stemming from the new Windows operating system and compatibility with other police records management programs. Chief Leary presented Borough Council with a rendering, prepared by Celebration Fireworks, of a fireworks display in the Souderton Community Park.

The Borough Solicitor's report for the month of February was distributed to Borough Council. The Solicitor reviewed a zoning interpretation and response by Souderton Borough regarding a recent tax claim sale of property at 356 Railroad Avenue through Montgomery County. Souderton Borough received payment of expenses associated with a heating oil spill at 247 W. Chestnut Street. Given receipt of payment, the Borough Solicitor filed documents for the release of the municipal lien against the subject property. The Borough Solicitor participated in a conference call with the Borough's Sanitary Sewer Engineer and Borough Manager regarding the January, 2019 increase in the Sewer Capacity fees and a recent request for information from a consultant working for School Lane Development.

Public Works Director Steven Coll noted that his monthly report was distributed to Borough Council. There is a significant amount of utility construction underway in Souderton Borough by North Penn Water Authority and PECO Energy. North Penn Water Authority installed a new water main on S. Fifth Street, Diamond Street and West Reliance Road. The new water mains are now being charged and sanitized. The contractor will begin tapping homes into the new main upon completion of the sanitation process. PECO is replacing a gas main on W. Broad Street and is reworking a significant portion of their distribution system along Broad Street, Penn Avenue and Washington Avenue. PECO will also begin a second gas line project on N. Second Street from Central Avenue to Reliance Road.

Borough Manager Michael Coll reviewed the meeting schedule for the month of March. Borough Council work sessions are scheduled for March 9 and March 16. The Zoning Hearing Board is scheduled to meet on Wednesday, March 11 to consider an application filed by Ernest Cope concerning property at 110 S. Front Street.

The Borough Manager reviewed the agenda for the meeting, which will begin with a recommendation to approve a consulting services agreement with SafeCity Solutions to assist Borough Council with the selection of a new Police Chief. Following this item, a motion has been prepared to formally authorize the advertisement for applications for the position of Police Chief. A Resolution has been prepared to authorize the posting of a handicapped parking restriction in the proximity of 549 E. Broad Street. A coalition of municipalities are working to restore the Liberty Bell Trail, portions of the trail have been reconstructed by Hatfield Borough and other contiguous municipalities are looking into the feasibility of trail developments. In Souderton Borough, the original right of way for the trail is no longer in existence, however, a trail can follow existing sidewalks, alleys or other public rights of way. The municipal coalition is working to submit a TCDI Grant Application to complete a feasibility study, which can then be used to apply for other grant programs. A Resolution authorizing the grant application has been prepared.

Councillor Daniel Yocum reported on behalf of the Historical Society, noting that the Borough crew has installed new sign toppers which are designed to illustrate the boundary of the Historical District in Souderton Borough. He also noted the Main Streets “So You Think You Can Cook” event.

Consideration was given to paying the bills for the month of February, 2020.

GENERAL FUND

Home Depot	\$233.94	PECO Energy	\$179.92
Independence Blue Cross	16,004.64	PA One Call System	130.63
James P. Leary	369.39	PPL Electric Utilities	1,823.82

Landis Block Nycconcrete Company	\$126.20	PPL Electric Utilities	\$56.16
North American Benefits Company	926.17	Ready Fresh	14.60
North Penn Water Authority	32.86	Richter Drafting Office Supply	735.60
PSAB-CDL Testing Program	75.00	Rodney Shoemaker Plumbing	76.04
PPL Electric Utilities	264.60	Scott A. Seifert	2,615.00
Shelly Enterprises-USLBM, LLC	40.94	Suburban Propane	194.10
Suburban Propane	187.04	Sudz In A Bucket	143.00
Univest Bank and Trust Co.	760.41	Triad Truck Equipment	514.00
Univest VISA	34.82	Trumbauers Lawn & Rec, Inc.	21.64
Univest VISA	60.24	Univest VISA	50.82
Univest VISA	148.19	Verizon	71.59
Unum Insurance Company	984.79	Verizon Wireless	246.71
Verizon Wireless	120.05	Warehouse Battery Outlet	119.01
Advance Auto Parts	160.09	21 <sup>st</sup> Century Media	44.63
Armour & Sons Electric, Inc.	881.25	Adam W. Moore	52.99
Bergey's Electric, Inc.	121.05	Advance Auto Parts	293.80
Boucher & James, Inc.	7,437.80	Advanced Disposal	37,897.60
Bow Wow Waste Products	244.99	Armour & Sons Electric, Inc.	1,287.60
C & S Lawn and Landscape, Inc.	750.00	AVDC	2,165.00
Carquest	22.30	Bergey's, Inc.	2,653.07
Clemens Uniform Rental	246.62	Boucher and James, Inc.	5,011.75
Clemens Uniform Rental	69.76	Carquest	805.55
Code Inspections, Inc.	97.50	Clemens Uniform Rental	204.72
Comcast Cable	562.60	Copes Garage, Inc.	1,144.81
Commonwealth Precast, Inc.	1,047.00	Davidheisers, Inc.	9.25
Cope's Garage, Inc.	3,378.00	Donald D. Bergey	3,243.76
D. L. Beardsley, Ltd	175.25	E M Kutz, Inc.	276.88
Davidheisers, Inc.	19.00	Freedom Systems Corp	1,890.00
Delta Dental/Gettysburg Benefit	1,154.17	George Allen Portable Toilets	77.00
Fromm Electric Supply Corp	496.79	Gouldey Welding & Fabrication	1,113.20
George Allen Portable Toilets	495.00	H & K Materials	406.49
Georges Tool Rental	197.22	L W Clearing Company	50.00
Glick Fire Equipment	163.32	Landis, Hunsberger, Gingrich	3,017.64
Good Plumbing Heating A/C, Inc.	136.50	Metlife	5,984.40
Home Depot	145.85	Montco Public Safety Training	200.00
ICC	135.00	Montg County Assoc Townships	75.00
Independence Blue Cross	16,004.64	Moyer Indoor/Outdoor	3,393.20
Indian Valley Country Club	1,468.17	Nationwide Trust Company	1,719.72
James P. Leary	336.59	Nucitrus	275.00
K J Door Services, Inc.	172.50	NYCO Corporation	101.64
Kuhls Law	1,345.50	PA State Assoc Boroughs	2,400.00
Landis Block Nycconcrete Company	28.49	Petty Cash	94.56
Lansdale Police Department	150.00	PPL Electric Utilities	236.18
Lawson Products, Inc.	140.48	Richter Drafting Office Supply	281.81
Markey Paper & Packaging, Inc.	67.54	Security Service Co., Inc.	878.01
Metlife	6,098.53	Souderton-Telford Main Streets	5,937.50
Montg County Boroughs Assoc.	175.00	Styer Associates	5,700.00
Montg County Special Weapons	3,000.00	Suburban Propane	104.77
Morton Salt	6,939.10	The Harrison Group, Inc.	195.00
Moyer Indoor/Outdoor	5,417.12	The Store at Towamencin	145.33
NAPA Auto Parts	28.47	TRM- Telford Recycling Material	805.00
Nationwide Trust Company	1,809.24	Univest Bank & Trust Co.	735.07

NetCarrier Telecom, Inc.	\$344.41	Univest VISA	\$145.06
North American Benefits Co.	926.17	Unum Insurance Company	984.79
NYCO Corporation	12.68		
PA Assoc. Municipal Adms.	150.00	Total General Fund	\$182,151.39

### SEWER FUND

H. Keith Koehler	\$299.12	Moyer Indoor/Outdoor	\$249.36
Home Depot	156.85	National Filter Media	1,964.49
Independence Blue Cross	3,941.79	NetCarrier Telecom, Inc.	170.06
Mary M. Koehler	318.99	North American Benefits Co	259.65
North American Benefits Co.	259.65	Perkasie Regional Authority	750.00
North Penn Water Authority	314.93	PPL Electric Utilities	16,267.92
Postmaster, Lansdale	942.54	Robert E. Little, Inc.	30.84
Shelly Enterprises-USLBM, LLC	22.91	Rodney Shoemaker Plumbing, Inc.	100.00
Unum Insurance Company	258.20	Univar USA, Inc.	4,846.25
Advanced Disposal	1,458.77	USA Blue Book	396.00
All Industrial Safety Products	178.98	Verizon	74.99
Cintas First Aid & Safety	78.30	Bergey's Electric, Inc.	1,312.45
Clemens Septic Services	1,000.00	Cintas First Aid & Safety	104.28
Clemens Uniform Rental	273.15	Clemens Uniform Rental	133.89
Comcast Cable	89.51	Derstine Company, Inc.	6,930.00
Delta Dental/Gettysburg Benefit	321.47	EVOQUA Water Technologies	4,266.50
Derstine Company, Inc.	3,990.30	J P Mascaro & Sons	732.30
Empire Scale Corporation	373.12	Jesse Baro, Inc.	2,550.62
ES2 Environmental Systems	168.00	Markey Paper & Packaging, Inc.	124.40
EVOQUA Water Technologies	7,801.60	Metlife	138.42
Farm Bureau Garage, Inc.	344.31	Moyer Indoor/Outdoor	286.89
Franc Environmental	2,805.00	NAPA Auto Parts	85.92
Georges Tool Rental	33.72	NYCO Corporation	23.33
H. Keith Koehler	369.12	Perkasie Regional Authority	2,250.00
Hajoca Corporation	1,863.68	PPL Electric Utilities	14,678.54
Independence Blue Cross	3,542.71	Shelly Enterprises-USLBM, LLC	2.86
J P Mascaro & Sons, Inc.	606.00	Suburban Water Testing Labs	1,994.77
Jesse Baro, Inc.	3,314.20	The Harrison Group, Inc.	45.00
K J Door Services, Inc.	150.00	Univar USA, Inc.	9,481.50
Markey Paper & Packaging, Inc.	67.54	Unum Insurance Company	258.20
Mary M Koehler	318.99	USA Blue Book	706.97
Metlife	138.42	Total Sewer Fund	\$107,018.27

### POOL FUND

North Penn Water Authority	\$13.15	PECO Energy	\$90.09
Airgas National Carbonation	75.00	PPL Electric Utilities	387.42
Comcast Cable	160.21		
NetCarrier Telecom, Inc.	136.01	Total Pool Fund	\$861.88

### CAPITAL RESERVE FUND

Boucher and James, Inc.	\$5,570.43	Montg Co Conservation Dist	\$250.00
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Good Plumbing, Heating, A/C	\$5,084.00	PA DEP	\$500.00
Ply-Mar Construction Co., Inc.	44,173.20	Ply-Mar Construction Co., Inc.	63,642.40
Univest Capital	3,155.23		
Boucher and James, Inc.	5,525.08	Total Capital Reserve Fund	\$127,900.34

LIQUID FUELS FUND

PPL Electric Utilities	\$98.59	Signal Control Products, Inc.	\$500.00
PPL Electric Utilities	895.48	U S Municipal Supply, Inc.	1,092.84
PPL Electric Utilities	5,767.30		
PPL Electric Utilities	28.11	Total Liquid Fuels Fund	\$8,382.32

A motion was made by Councillor Edward Huber, and seconded by Councillor Matt Mscichowski, to approve the payment of bills for the month of February, 2020, as presented. The motion was approved.

A motion was made by Councillor Julie Munden, and seconded by Councillor Daryl Littlefield, to authorize the payment of recurring monthly bills for the month of March, 2020, as presented. The motion was approved.

President Brian K. Goshow opened the floor to the audience for public comment:

Edward Boyd, 420 Wile Avenue, expressed concern with the number of vehicle accidents at the intersection of Summit Street and Wile Avenue. Vehicles have failed to obey the stop signs posted for Summit Street. Borough Council should consider making this a four way stop intersection.

Eric Boynton, 105 W. Summit Street, resides at the corner of Wile Avenue and Summit Street and has witnessed several accidents at this intersection. He concurs with the suggestion to consider making this a four way stop intersection.

Harry Boardman, 105 Main Street, expressed appreciation to the Borough Public Works crew for the prompt clean up of a downed tree from a recent vehicle accident on Main Street.

Rex Selheimer, 52 W. Broad Street, requested the Borough to review the posted signage for Penn Avenue. Penn Avenue, from W. Broad Street to Chestnut Street is a one way street, however, cars have recently been observed traveling in the wrong direction. Rex Selheimer further expressed concern with the PECO gas line project and inquired into receiving any copies of plans that PECO may have provided to the Borough.

Charl Wellener, 18 N Hunsberger Lane, appreciated seeing the Communication Committee consideration on the work session agenda and requested consideration in having her serve as a member of this committee.

There being no further public comment from the audience, President Goshow moved to the scheduled items of business, with the first item being the approval of a consulting services agreement with SafeCity Solutions.

A motion was made by Councillor Julie Munden, and seconded by Councillor Daniel Yocum, to approve the execution of an Agreement with SafeCity Solutions, 716 Hopewell Street, Birdsboro, PA to provide consulting services related to the selection process for Chief of Police at a cost not to exceed \$14,150. The motion was approved.

A motion was made by Councillor Julie Munden, and seconded by Councillor Matt Mscichowski, to authorize the advertisement for applications for the position of Chief of Police for the Souderton Police Department. The motion was approved.

A motion was made by Councillor Julie Munden, and seconded by Councillor Matt Mscichowski, to adopt Resolution No. 2020-06 authorizing the posting of a handicapped parking space in the vicinity of 549 E. Broad Street, Souderton Borough. The motion was approved.

A motion was made by Councillor Daniel Yocum, and seconded by Councillor Matt Mscichowski, to adopt Resolution 2020-07 authorizing the submission of a joint DVRPC Transportation and Community Development Initiative Application to complete a feasibility study update of the Liberty Bell Trail. The motion was approved.

There being no further business the meeting was adjourned at 7:40 pm.

Respectfully submitted,

P. Michael Coll, Secretary

## **WORK SESSION MINUTES AND COMMITTEE REPORTS**

### ***Public Works Work Session – March 9, 2020 (7:00pm-9:08pm)***

Council Attendees: John Reynolds, Brian Goshow, Donna Rogers, Daniel Yocum, Matt Mscichowski, Julie Munden, Daryl Littlefield and Edward Huber. Junior Councillor Meg Cross.

Staff Attendees: Public Works Director Steven Coll, Chief James Leary and Borough Manager Michael Coll.

#### **1. Sanitation Committee**

- a. The Discharge Monitoring Report for the month of February, 2020 will be submitted to the Department of Environmental Protection with an exception to permit limitations concerning a high level of fecal coliform. The elevated test for fecal coliform was caused by excessive soda ash added to the tanks from the demolition of the soda ash silo. The additional soda ash elevated alkalinity and decreased effectiveness of chlorine disinfection. The soda ash worked through the system and the process is back to normal.
- b. Borough Manager Michael Coll reported that new hire Christopher Moyer, a Borough resident and experienced waste water technician, began his tenure with the Waste water Treatment department on March 2, 2020. He is performing very well with the department.

## **2. Highway Committee**

- a. Public Works Director Steven Coll reviewed public works department activities. The John Deere backhoe was sent Plasterer Equipment for repair of the transmission. They recommended the best option was to replace the transmission at a cost of \$17,000 which carries a five year warranty. There were other repair services required in addition to the transmission, which will bring the total service cost into the lower \$20,000. Going forward, Steve Coll noted that the backhoe and the wheel loader should receive regular maintenance services through the dealerships and not through in house services. There are some specialized services that the crew simply was unaware and not set up to perform.
- b. The wheel loader is scheduled to go to Midlantic for preventative maintenance services, which is expected to cost over \$3,000.
- c. Given the cost to repair the backhoe along with the preventative service on the wheel loader, Steve Coll will postpone the planned purchase of a new pickup truck until the 2021 Budget.
- d. Borough Manager Michael Coll will begin receiving applications for an entry level laborer for the Public Works Department. Timothy Kelly was promoted to the role of Foreman, David Freed will remain in his role as crew leader.
- e. Borough Council discussed the potential to purchase a used dump truck from Telford Borough. Funding to pursue this possible purchase was incorporated in the 2020 Budget. An offer to purchase the vehicle in the lower \$40,000 range will be made to Telford Borough.
- f. The 2020 Budget including funds to purchase a new mower for the parks. Trumbauers Lawn and Garden has a PA COSTARS contract to sell an Exmark Lazer with a 60" mowing deck for a price of \$10,100.30. Borough Council authorized this planned purchase.

### **3. Sidewalk Committee**

- a. Upon further consideration, Borough Manager Michael Coll recommended not to pursue a CDBG grant application for Diamond Street. This will create a significant delay in paving Diamond Street following completion of the North Penn Water Authority water main replacement project. The sidewalk is not in terrible condition and the neighborhood would be better served to have the road paving completed as soon as practical. North Penn Water Authority will provide funding assistance for the new base course.
- b. The Borough Engineer continues to work with PennDOT to obtain approval for the new streetscape project in conjunction with the Broad Theater project.

### **4. Recreation Committee**

- a. Borough Council reviewed and discussed implementation of the beginning phases of the Community Park renovation project. Borough forces removed the stone wall and bench at the park entrance across from the swimming pool in order to provide construction vehicle access to the park. Crews will work to install the storm drainage improvements, initial grading, and the installation of the new main paved pathway. Crews will complete storm drainage improvements around the band shell. Bergey's Electric has provided a proposal to replace the lighting inside the Bandshell and to provide accent lighting in front of the Bandshell.
- b. The Borough Manager reported that he and the Borough Engineer met with our local DCNR representative to review the master plan of improvements for the Souderton Community park and discuss the submission of a grant application for funding assistance for the purchase and installation of playground equipment and the outdoor gym equipment. Our Borough Engineer will take the lead role in completing the grant application. A Resolution authorizing the submission of the grant application will be required and will be prepared for consideration at the April Borough Council meeting.
- c. Borough Manager Michael Coll discussed initial preparations for the 2020 Pool Season. We will be transitioning pool managers through this season and will need to consider a new manager for the 2021 season. All three pool managers will return for the 2020 season but in limited roles. An advertisement for a Pool manager will be circulated to see if there is any outside interest. Following the discussion last month, the Borough Manager and representatives of Borough Council met with Sheila McCoy who leases a number of area pool concession stands. Councillor Ed Huber followed up on her references and we are strongly considering a lease for the Souderton concession stand. Council President Brian Goshaw recommended that an Executive Session be held at the end of the work session to discuss the terms



of a proposed lease.

- d. Given the planned construction work in the Souderton Community Park, Borough Council members agreed to postpone the annual Community Clean Up day for this year.

## **5. Property Committee**

- a. Borough Manager Michael Coll circulated a few concept plans created by the Montgomery County Planning Commission illustrating possible municipal building alternatives utilizing existing Borough owned property. Following some discussion, Borough Council felt that the best option was to proceed with renovations to the existing municipal building. The renovations will focus on the police department side of the building, lobby improvements and some exterior renovation. The Administrative side of the building along with Council Chambers will be maintained as is for the foreseeable future.

## **6. Executive Session**

- a. Borough Council adjourned to Executive Session at 8:40 pm to discuss potential terms for leasing the swimming pool concession stand. The Executive Session concluded at 9:08 pm and there being no further business the meeting was promptly adjourned.

## ***Administrative Work Session- March 16, 2020 (Cancelled)***

The United States Federal Government issued social distancing guidelines to prevent the spread of COVID-19. Subsequently, Pennsylvania Governor Tom Wolf issued recommendations on March 14, 2020 to avoid meeting in groups over 10 people, and he temporarily closed schools and non-essential businesses to limit the spread of COVID-19. Based on the recommendations, the March 16, 2020 Administrative Work Session and all future Borough meetings were cancelled through the month of March, 2020.